



Cairo American College
SUPPORT STAFF VACANCY ANNOUNCEMENT
ACADEMIC YEAR
2022-2023

Pre-kindergarten Teacher Aide
Elementary School department
(FULL-TIME POSITION)

JOB SUMMARY:

- Teaching Aides to work alongside classroom teachers as part of a cooperative team and provide a vibrant, dynamic, and innovative educational program for the children in the School.
- She/he prepares instructional materials and, under the direction of the teacher, supervises or works with both individuals and groups of students in the classroom.
- She/he supervises pre-kindergarten students in the lunchroom, on the playground, and at other locations as assigned.
- Teaching Aides may also have the opportunity to undertake periods of teaching when the teacher is absent.

QUALIFICATIONS

- Bachelor's degree or equivalent
- Senior First Aid certificate with childcare component or a willingness to obtain one
- Fluent in English (written and spoken)
- Sound oral and written communication skills, including the ability to interact with students, parents, and teaching professionals
- Sound interpersonal skills including the ability to work as part of a team
- Well-developed organizational skills that will assist in the delivery of effective educational programs to students
- The ability to assist with the general health and well-being of students.
- Able to perform basic computer functions
- Experience working with young children (3 to 4 years old)

Application deadline: March 21st, 2023

Interested candidates should submit a job application (Found on CAC website)

<https://www.cacegypt.org/index.php/support-staff-employment-application>

to: Ehab Nagy- Human Resources Department

Phone #: (20-2) 2755-5592